



Policy Committee Minutes

Wednesday, February 12, 2020 10:00

Crandall Public Library, Glens Falls

Attendees (voting members or proxy in bold)	Organization
Patrick Barnes, A/GFTC Secretary	Regional Director, NYSDOT Region 1
Ed Bartholomew	President, EDC of Warren County, rep. Mayor Hall
Maria Chau	Senior Community Planner, FHWA
Jeff Devon	Highway Tech
Deb Donohue	Superintendent of Public Works, Washington County
Cassie Fedler	Supervisor, Town of Cambridge
Edna Frasier	Supervisor, Town of Hague
Samuel J. Hall, A/GFTC Chairman	Chairman, Washington County Board of Supervisors
Ed Holub	Deputy Director, Greater Glens Falls Transit
Robert Henke	Supervisor, Town of Argyle
Todd Kusnierz	Supervisor, Town of Moreau
Wayne LaMothe	Director, Warren County Planning Department
Keith Lanfear	Public Works Superintendent, V. of Lake George, r/Mayor Blais
Bill McCormack	New England Traffic Solutions
Dave O'Brien	Chairman, Lake Champlain – Lake George RPB
Bob Rice	RPPM, NYSDOT Region 1
John Strough	Supervisor, Town of Queensbury
Mike Valentine	Saratoga County Planning, rep. Chairman Allen
Greg Wichser	Regional Program Coordinator, NYSDOT Region 1

Staff

Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

1. **Welcome and Introductions** – Upon staff confirmation of a quorum present, Chairman Hall called the meeting to order at 10:02. Participants introduced themselves.
2. **Committee representation update** - Aaron acknowledged and welcomed the new Policy Committee voting members:
 - Samuel J. Hall, Supervisor of the Town of Fort Ann and Chairman of the Washington County Board of Supervisors, the new A/GFTC Chairman
 - Edna Frasier, Supervisor of the Town of Hague and designated Warren County Rural Representative
 - Lester Losaw, Supervisor, Town of Fort Edward
 - Preston Allen, Supervisor of the Town of Day and Chairman of the Saratoga County Board of Supervisors
 - Additionally, Frank Thomas is now the Chairman of the Board of Supervisors in Warren County and the new A/GFTC Vice-Chairman

3. **Visitors issues** - none
4. **Staff summary of Calendar Year 2019 accomplishments**
 - A. Completed projects - Jack Mance reported on staff and consultant projects completed during the current work plan cycle.
 - B. Ongoing Projects – Jack listed ongoing staff and consultant projects.
5. **Proposed Annual Work Program (UPWP) for SFY 2020-2021**
 - A. Summary / Discussion - Aaron reported the following:
 - Today’s only action item is to finalize the proposed annual work program for A/GFTC staff for the upcoming State Fiscal Year 2020-2021, beginning in April. A/GFTC receives an annual allocation of planning funds from the federal government that are used to conduct the required Metropolitan Planning Organization process for the area. In this case, \$363,000 in new funds (~1.14% of the overall funds that are allocated to metropolitan areas in NYS), plus an estimated \$89,000 in carryover funds from previous years, for a total of \$452,862 in federal dollars are to be programmed. Required local and state matches totaling \$98,330 bring the program total to \$551,192. A program solicitation letter was sent to all of our member communities in late October 2019 to identify planning program requests. Those requests, primarily bike/ped planning projects, along with staff recommendations, were discussed at the December Planning Committee meeting. The draft UPWP, including the projects reviewed and initially approved the Planning Committee, was released by the Planning Committee in January for a public comment period that ended yesterday – no public comments were received.
 - B. Motion to Approve – Chairman Hall requested a motion to approve the 2020-2021 A/GFTC annual work program (UPWP).

Moved by: Dave O’Brien

Seconded by : Cassie Fedler

Motion carried.

- C. In-kind service updates – (Aaron) As noted earlier, there is a required local match to our program. A/GFTC staff documents in-kind services on a monthly basis. For that to be accurate, staff needs salary and fringe benefit information from its participating members. Committee members were asked to complete return it to the staff office.

6. **Local TIP Project Sponsor Summaries – Calendar Year 2019 Accomplishments and Upcoming Projects**
 - A. Greater Glens Falls Transit - Ed Holub reported on trolley and bus replacements, the new passenger shelter on Beach Road in Lake George, travel training and organizational outreach, and selected results of the recent passenger survey. Maria Chau asked about overall system ridership; Ed replied that the system had been averaging about 300,000 passengers annually. Keith Lanfear complimented GGFT on the outcome of the shelter installation.
 - B. Warren County – no report
 - C. Washington County – Deb Donohue provided status updates on CR 40/75, CR 35/36, and CR 46 paving projects, as well as the CR 10, CR 113, CR 26, CR 61, and Doc Johnson / Cemetery Road bridge projects.

- D. Saratoga County – Mike Valentine provided status updates on the Clark Road, CR 29, and CR 31 bridge projects as well as the CR 28 pavement preservation project.
- E. City of Glens Falls – Ed Bartholomew provided status updates for the Dix Avenue pavement preservation project and the Cole’s Woods multi-use trail projects.

- 7. **NYS DOT Update** – Greg Wichser reported upcoming paving work on Routes 9L, 9N, and 149 in Warren County and Routes 149 and 196 in Warren County, as well as upcoming lettings for the Route 196 bridge rehabilitation and Route 4 culvert replacement. Keith Lanfear noted deteriorating subsurface infrastructure on Route 9N that should be considered as part of the project schedule; Greg replied that a meeting with the Town Supervisor had been scheduled to discuss that issue. Ed Holub also noted the high seasonality of peak tourist traffic. (*Note: Greg Wichser confirmed after the meeting that construction of the 9N repairs would occur outside of peak tourist season*). A listing of local project lettings was also distributed. Bob Rice noted the importance of aligning those schedules as closely as possible with the State MOU, and that projects that did not appear on that list could be advanced if warranted if project milestones were being met.

Bob Rice also distributed an informational pamphlet from NYS DOT explaining the use of pedestrian hybrid beacons and rectangular rapid flashing beacons. Aaron noted that Supervisor Strough had recently expressed interest in the latter.

- 8. **Other items of interest** - Mike Valentine asked NYS DOT about the schedule for the Exit 17 project. Greg Wichser replied that alternatives were under consideration, with construction likely in 2022.
- 9. **Next Meetings and Adjourn** –Policy Committee - October 14; Planning Committee - April 8 . Chairman Hall requested a motion to adjourn the meeting at 10:57 AM.

Moved by: Dave O’Brien

Seconded by : Edna Frasier

Meeting adjourned.